

St Teresa Catholic School
Parish Board of Education Minutes

August 18, 2020

- I. Call to Order and Routine Matters
 - a. Roll Call and opening prayer
 - b. New board member introduction—L Costello and D Wilhelm
 - c. Brief board overview and training manual—Diocesan Manual and key points introduced by M Nash
 - d. Approval of Minutes June 2020—approved
 - e. Organization Reports no reports
- II. Old Business
 - a. Finance

School Accounts:

- a. Restricted Account = \$84,076.52
- b. School Admin. Account = \$38,902.77
- c. Annual = \$12,556.41
- d. Lunch = \$8288.63

FACTS:

- a. To collect for year = \$519,339.15
- b. Paid to date = \$20,762.00

St. Teresa School Balance Sheet Details: (see attachment)
July 1 - August 18, 2020
Total Payments = \$21,382.33

III. Principal Report--S. Jouglard

1. School Enrollment - 20-21:
 - Pre - K 3 year Olds - 5
 - Pre - K 4 year Olds - 14
 - Kindergarten - 18
 - 1st Grade - 16
 - 2nd Grade - 22
 - 3rd Grade - 15
 - 4th Grade - 23
 - 5th Grade - 22
 - 6th Grade - 25
 - 7th Grade - 27
 - 8th Grade - 22

Total = 210

2. First Day of School -
 - Issues - Miine Health App. Login
 - Drop Off
 - Student Pick UP
 - Other ?
 - Positives - Remote Learners/Recorded Lessons with iPads etc.
 - Ordered a microphone to try for 4th grade to see if it is better with recording
 - Staff has been positive about being at school and having students in the building
 - Lunch service has gone well in the classrooms. Monday 30 students with lunch - Tuesday 60 students

3. Building Survey with Technology: pending with Computype

4. Students will attend Mass on Tuesdays and Wednesdays beginning September 1

A schedule has been created with two classes going to Mass each of those Days. (One day has 3 smaller groups attending with the limits of the church and IDPH.)

5 Option C is unable to assist us with Lunch Balances and collection of money and with Extended Care. We have set up a lunch account for payment and the bank is finalizing the account for Extended Care. Bills will be sent home every two weeks and families may pay on the school website. These will be paper bills given to students.

6. Teacher Resignations:

Nikki Mueller - Pre-K 4

Jeanie O'Dell - Pre-K 3

Tracy Gray - Pre-K 4 Aide

Retirements:

Donna Klaus

Mary Sciarra

New Hire:

Brooke Tebbe - Pre-K 3 and 4

IV. Pastor Report—Msgr. Darin—updates on Confirmation as well as new Business Manager about to be hired, announcement forthcoming.

V. Committee Reports

- a. St. Teresa School Reopening Task Force—review of health/safety and remote learning
- b. Policy and Planning—approval of new COVID policies—reviewed, see attachment below, approved unanimously 8-0 by School Board
- c. Development—M Nash /E Totel
 - i. Annual Fund update—new Excel spreadsheet uploaded from NEON in development, NEON going away saving almost \$2000 per year
- d. Enrollment and Communications—S Jouglard/C Day—efforts being undertaken for Facebook ads and regular posts on social media
- e. Grants update—opened June 1—submission being worked on by L Robinson and D Spain
- f. Mission effectiveness—masses and Catholic identity in the pandemic—planned starting in Nov with 2 classes at a time

VI. New Business

- a. Next Meeting Sept 15, 2020 at 7 PM
- b. Strategic Planning and committees—will discuss at next meeting

VII. Adjournment and Closing Prayer

POLICIES APPROVED BY SCHOOL BOARD IN AUGUST 2020

ILLNESS DUE TO COVID-19:

CLOSE CONTACT WITH A COVID-19 POSITIVE PERSON (Per CDC Guidelines)

If your child feels healthy but has had close contact (**less than 6 feet apart for 15 minutes or more**) with a confirmed positive COVID-19 person (starting from 2 days of symptom onset--or if asymptomatic persons 2 days prior to positive test specimen) including exposure at home or outside of school:

- your child must remain home in quarantine for 14 days from the last exposure to the COVID- 19 positive patient
- Check their temperature twice a day and watch for symptoms of COVID-19
- Stay away from people who are at higher risk for getting very sick from COVID-19
- If your child remains fever free for 14 days without symptoms of COVID-19 they can return to school
- While home in quarantine, your child will be provided with homework/e-learning from all teachers in their grade with the expectation that the student/parent will turn in homework while home in quarantine within 24 hours of assignment
- If the child tests positive for COVID-19 and becomes ill, they must remain home for 10 days from the onset of symptoms and homework/e-learning can begin once the child feels better and is feeling up to homework. They will follow the sick policy in the student handbook.
- Note that if a student is sent home from school with suspicious symptoms of COVID-19 only HOUSEHOLD contacts need to quarantine, not classroom contacts.

DIAGNOSED WITH COVID-19: WITH SYMPTOMS OR SHOWING SYMPTOMS OF COVID-19

If your child has been diagnosed with COVID-19, or has symptoms of COVID-19 (see "SIGNS AND SYMPTOMS" below) and/or awaiting COVID-19 test results:

- Your child must stay home
- It is strongly encouraged for your child to get a COVID-19 test, if a test is not obtained, your child must meet symptom criteria below to return to school, or obtain a note from a medical professional that they do not have COVID-19
- If a COVID-19 test is obtained and is positive, your child can return to school after 24 hours with no fever, symptoms significantly improved, and 10 days since symptoms first appeared
- Your child will be provided with homework/e-learning and can be turned in once the child feels better and is able to participate in school work

- The Illinois Department of Public Health (IDPH) will be notified and they will assist the school with contact tracing, cohorting and return criteria.
- Students/families will report any exposure (close contact 6 feet or less for 15 minutes or longer) to COVID outside of school and self-quarantine as above. "Secondary" exposure (e.g. a student who was around another asymptomatic student who was merely exposed) does not need to quarantine.

DIAGNOSED WITH COVID-19 WITH NO SYMPTOMS:

If your child continues to have no symptoms, but tested positive your child can return to school if:

- 10 days have passed since the test with no symptoms
- Your child will be provided with homework/e-learning and homework will need to be turned in within 24 hours of assignment
- The Illinois Department of Public Health (IDPH) will be notified and they will assist the school with contact tracing, cohorting, and return criteria

POSITIVE COVID-19 CASE IN A ST. TERESA CLASSROOM

If St. Teresa School has a student or staff test positive for COVID-19 after attending school:

- Every St. Teresa student and staff member that came in close contact (less than 6 feet apart for 15 minutes or more) with the COVID-19 positive patient must quarantine at home for 14 days
- Students and staff who are quarantined can return to school after 14 days if no signs or symptoms of COVID-19
- If the entire class and teacher need to quarantine, then e-learning will be provided to the entire class as long as the teacher remains healthy and able to participate in e-learning
- If a case is confirmed, the classroom that the student was in will be thoroughly cleaned after 24 hours, sit for 24 hours and then cleaned again prior to students returning to the classroom. An alternate classroom will be utilized during this timeframe so that learning may continue.
- IDPH, DOE and Governor's office will have ultimate authority over quarantine/isolation/closure

STAFFING PLANS IF A STAFF MEMBER/TEACHER HAS TO QUARANTINE OR IS ILL WITH COVID-19

If a teacher needs to quarantine or is diagnosed with COVID-19:

- If a teacher has to quarantine due to COVID-19 exposure and students are in school, then a substitute teacher will be brought in to teach the classes until the teacher is able to return to school after 14 days from the onset of symptoms.

LOGISTICS FOR POSITIVE OR SUSPECTED CASE IDENTIFIED WHILE IN SCHOOL:

- Sickbay/Wellness Room will Room 205, student will go there until he/she can be safely picked up by parent or guardian; staff interacting with student will wear proper PPE including surgical mask, gown, gloves, eye protection; nurse or principal will be primary caregivers
- Plan to move a class to an empty “COVID room” if room needs to be deep cleaned

COVID 19- SIGNS AND SYMPTOMS

Recognizable symptoms of COVID-19 include a new onset or worsening cough or shortness of breath or at least two of the following symptoms: fever of 100.4 F, chills, muscle aches, headaches, sore throat, loss of taste or smell, nasal congestion/runny nose, or diarrhea.

Children have also presented inflammatory symptoms, such as bright red rashes, swollen lips, hands, and feet, as well as reddened or discolored palms and soles of the feet. Symptom clusters are evolving and CDC/IDPH guidance will be followed.

Within the school environment, any individual who shows symptoms will be immediately separated from the rest of the school population as above, and anyone interacting with them must be in proper PPE. Any location they were in must be thoroughly cleaned per protocol. Individuals who are sick will be sent home.

Will utilize the IDPH Return to School Flowsheet (below)

SUBSTITUTE STAFFING:

School secretary will send emails or phone calls to current and prospective substitute teachers to ask about willingness to substitute in the 2020-2021 by August 17, 2020. All will be trained on COVID related protocols and will be subject to the same screening and monitoring as other staff.

HIGH RISK STUDENTS:

- High risk students will be identified with the school nurse and a meeting will be scheduled with the nurse, principal, student and parents to come up with an individualized plan for COVID-19 prior to the start of school.
- This could include implementation of distant learning if there is a positive COVID-19 case at school

HIGH RISK STAFF:

High risk faculty or staff should meet with the principal to discuss any concerns or potential accommodations related to COVID-19. Additional PPE may need to be provided to high-risk staff during the course of the year. High risk staff should wear masks instead of face shields.

ATTENDANCE:

- Current attendance policy that implies potential loss of credit if 10 days are missed in a quarter could result in a loss of credit for that quarter will be waived for the 2020-2021 school year.

- Any extended absence will be addressed on a case by case basis with the principal.

TRAVEL GUIDANCE:

- If you return from travel anywhere in the US or outside the country, please monitor symptoms upon return.
- If CDC travel guidance changes after the printing of this manual, we will then make an amendment to follow CDC travel guidelines.

FACE COVERINGS:

Face coverings must be worn indoors at all times and outdoors when social distancing is not possible; must cover mouth and nose and not have inappropriate logos or markings per principal's discretion. Athletic neck warmers are not recommended per IDPH guidance and vented masks not recommended per CDC Guidance. Repeated failure to wear face coverings at appropriate times will result in transition to remote learning.

SCREENING:

The Miinehealth app will be used by each family for screening prior to entry into the building each school day in accordance with DOE policy and guidance. Repeated failure to utilize this app may result in the student being asked to change to remote learning.

GOLD SHIRTS:

Will be a uniform shirt option for the 2020-2021 school year but will not be required on a certain day of the week.